Standard Operating Procedure No. 2

# Standard Operating Procedure for Brine Transfer

Williamsburg Recieving and Storage
10190 Munro Road
Williamsburg, Michigan

1.0 Introduction

The purpose of this Standard Operating Procedure (SOP) is to provide the minimum acceptable protocols for brine transfer. The intent of this SOP is to provide safe handling practices for workers at Williamsburg Receiving and Storage and to prevent a spill or leaks.

2.0 Referenced Documents

2.1 Storm Water Pollution Prevention Plan, Williamsburg Receiving and Storage.

3.0 Definitions

3.1 Brine Transfer- The movement of brine solution at the site. This includes but is not limited to: Initial Brine transfer from the plant to the pits, movement of the brine within the pits, transfer of brine and cherries mixture to the plant for processing.

3.2 Pits- The intermediate processing location where fresh cherries are introduced to "brine". This may include lined depressions in the earth or tanks within a building.

3.0 Equipment Requirements:

Industrial Grade Flexible Hose (s)
Drip Pans
Pump
Pump Containment Structure
Liner(s), as necessary

4.0 Procedures:

**Prior** to any movement of brine it is the responsibilty of the crew to ensure that:

- Precipitation events are not probable during the time required to conduct the transfer.
- There are no visible signs of degraded, cracked or otherwise compromised piping
- All valves at the header system are turned off prior to initiation of pumping
- All secondary containment structures (drip pans) are in good shape suitable for the proposed use.
- All staff are trained to the appropriate immediate response procedure associated with the loss of brine material.

4.1 Initial transfer of brine into tanks/pits

WRS utilizes an industrial grade flexible hose from the brine point of origin to the brine pit header location, however, when the flexible hose crosses the road it is contained within a additional distribution pipe. Brine should be pumped from the brine mixing tanks with the following steps adhered to:

1. Initial start-up of the brine shall be a ¼ of the normal flow rate.
2. Visual inspection of all lines and connections to be made to ensure the no losses are present
3. After sufficient time has elapsed to ensure that no losses are present, slowly increase flow to normal operation pressure.
4. At all times the line and connections should be monitored for losses.
5. Connections to the header system will be made in a manner that does not allow for any losses.

4.2 Freshing up the Pits:

It is necessary to freshen up the sulfate levels in the pits at interval deemed appropriate by management. The operation is to be facilitated in similar fashion as Initial transfer of brine into the tanks/pits.

4.3 Transferring of Cherries and Brine

Transferring of a Cherry and Brine mixture to the plant from the Pits is similar operations as the transferring of brine to the pits originally.

5.0 Documentation

It is necessary to keep an adequate record of the location of hazardous substances at the site at all times, therefore it is necessary to document the transfer of all materials and the approximate quantity transferred. This will also allow for a double check on the potential for losses during the transfer.

All documentation of line transfers should be maintained in the brine transfer log, Attached Form.